



Are you an experienced convenience or retail store manager? Nisqually Markets, LLC is seeking an **Assistant Manager**.

Nisqually Markets, LLC is a subsidiary of the Medicine Creek Enterprise Corporation which operates retail gasoline and convenience stores in Thurston and Pierce Counties. We are growing rapidly with the much-anticipated opening of several new stores. If you are a proven team leader, with experience in merchandising, inventory control and P&L responsibility we are looking for you!

Responsibilities include, but are not limited to:

- Monitor and manage inventory, including ordering for store and fuel.
- Collaborate with vendors regarding merchandising needs.
- Ensure correct product pricing in consultation with management.
- Complete shift reports, and daily store sales accurately and thoroughly.
- Supervise and train all new employees about product and procedures.
- Provide regular feedback to employees regarding customer satisfaction and performance.
- Assist manager in implementing and maintaining a preventative loss plan.
- Maintain compliance to all safety rules, laws, and regulations.
- Assure store consistently opens and closes at predetermined times per ownership.
- Maintain the physical appearance and cleanliness of the store and property.

Qualifications:

- Must be 21 years of age or older.
- 3+ years of experience as an assistant manager or a manager in a convenience store or similar retail store.
- No write-ups or disciplinary actions on file for the past 90 days.
- College degree is preferred but proven retail experience is critical.
- Strong verbal, written, and interpersonal communication skills.
- Experience cash handling and merchandising.
- Computer literate with expertise in Microsoft Excel, Word, and Outlook.
- Requires availability to work weekends and evenings.
- Must be able to occasionally lift up to 50 pounds, stand and walk for long periods of time, climb and balance on a ladder, stoop, bend, and.
- Must be able to pass nationwide background check and drug screen prior to employment.
- All appropriate training must be completed within a 30-day probationary period.

Current employees of Nisqually Market, LLC:

- Have no written warning on record within the last 6 months of employment.
- Requires an above average standing for the prior 6 months of employment.
- All appropriate training must be completed.
- Must be in an Associate Manager or Freight Manager role in order to apply for an Assistant Manager.

Megan Peterson

Human Resources Manager

Medicine Creek Enterprise Corporation

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